

**LANDSCAPE ARCHITECTS SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL  
ENGINEERS, DESIGNERS AND LAND SURVEYORS  
MINUTES  
MARCH 24, 2005**

**PRESENT:** Jay Fernholz, Ruth G. Johnson, Rosheen Styczinski, Bernie Abrahamson  
(via telephone) and Wayne G. Tlusty

**EXCUSED:** Bernie Abrahamson was excused at 1:32 p.m.

**STAFF PRESENT:** Jerry Lowrie, Bureau Director, Colleen Baird, Legal Counsel, Pat Schenck,  
Program Assistant, Dr. Barbara Showers, Director, Office of Examination  
and Education; and Darwin Tichenor, Exam Specialist

**CALL TO ORDER**

Jay Fernholz, Chair, called the meeting to order at 9:35 a.m. A quorum of five members was present.

**AGENDA**

**MOTION:** Wayne Tlusty moved, seconded by Ruth G. Johnson to adopt the agenda as published. Motion carried unanimously.

**ELECTION OF OFFICERS FOR 2005**

**MOTION:** Ruth G. Johnson moved, seconded by Wayne Tlusty, to unanimously nominate and elect Jay Fernholz as Chair. Motion carried unanimously.

**MOTION:** Ruth G. Johnson moved, seconded Rosheen Styczinski, to unanimously nominate and elect Wayne Tlusty as Vice Chair. Motion carried unanimously.

**MOTION:** Wayne Tlusty moved, seconded by Rosheen Styczinski, to unanimously nominate and elect Ruth G. Johnson as Secretary. Motion carried unanimously.

**APPOINT BOARD REPRESENTATIVES FOR SCREENING PANEL**

2005 screening panel members are: Ruth G. Johnson and Wayne Tlusty

## MINUTES OCTOBER 7, 2004

### **Amendment to the minutes:**

- Page 2 of 5 - change 10 years to 2 years
- Page 3 of 5 "Jay Fernolz was appointed to the State Capitol Executive and Residence Board. SCERB
- Page 5 of 5 - meeting date March 24, 2005

**MOTION:** Wayne Tlusty moved, seconded by Ruth G. Johnson, to approve the minutes of October 7, 2004 as amended. Motion carried unanimously.

### **ADMINISTRATIVE REPORT JERRY LOWRIE, BUREAU DIRECTOR**

#### **SECTION ROSTER**

Noted.

#### **2005 MEETING DATES**

Wayne Tlusty will be unable to attend the April 13, 2005 or November 9, 2005 AE Joint Board meetings but will participate by telephone if needed for a quorum.

### **SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES**

Noted.

### **DEPARTMENT BUDGET UPDATE**

Mr. Lowrie reported on the Governor's budget reduction of 10% along with staff reductions by 11.85 positions. The Governor's budget proposal is to restructure the Department by moving attorneys, paralegals, human resource staff, and payroll benefit services to the Department of Administration. Consolidate attorneys to become part of an enterprise-wide law firm. This would reduce the Department positions by 28 full time employees. The expenditure authority would remain to purchase services from the Department of Administration. The impact of reducing legal attorneys in the Department is unknown. Investigators and other Division of Enforcement staff will remain at the Department. The Department will retain the Impaired Professional program.

Once the Department completes a fee study, a credential fee increase will be introduced in the next biennial budget.

The Department of Administration has approved the building renovation project. Contracts have been signed with a pre construction meeting is taking place.

## **TRAVEL AND HOTEL POLICY DISCUSSION**

Mr. Lowrie reported on the Department's hotel reservation and travel policy. The Department will fund one Board or Section member per fiscal year. It will be the Board members responsibility to cancel hotel reservations made under their name if they will not be attending a meeting.

### **TRAVEL REPORT ON CLARB SPRING MEETING, FEBRUARY 25-26, 2005 DENVER COLORADO ROSHEEN STYCZINSKI**

Rosheen Styczinski reported on the CLARB Spring Meeting she attended on February 25-26, 2005 in Denver, CO. Issues, sessions, and topics of discussions included:

- Working session on evaluating applications, standards of eligibility to be eligible to sit for the examination
- Evaluated and rated case studies
- Record keeping
- Presentation on communication and handling conflicts
- Rationale for creating a clearing house for continuing education
- Unlicensed persons using the title ASLA behind name
- Advertising using ALSA when unlicensed
- Demonstration on the C2 Ed program and classes being offered
- Financial report
- Outreach Program for officers being guests at Boards to answer questions
- Official vote to add one additional examination date
- Continuing education, each state reported on the status of continuing education in their state
- Comity issues

### **SMALL BUSINESS REVIEW COMMITTEE CHRIS KLEIN**

Mr. Klein addressed the Board regarding the rule process and the effect any rule change may have on small businesses. Act 145 created a Small Business Board in the Department of Commerce. The Small Business Board has eight small business owners throughout the state of Wisconsin, five state agencies, (including the Department of Regulation and Licensing) two legislatures, and the Chair.

The Board reviews any rule that an agency feels may have an effect on small businesses. The agency goes before the Board to present the rule change and the Board will make recommendations on how to reduce impacts on small businesses. The Board meets every other month to move rules through the process faster.

A seven member Small Business Committee was created within the Department to review every rule change for each Board or Section to check whether a rule change would create an impact on small businesses.

Having rule changes go before the Small Business Committee prior to being sent on to the legislature may stop further delays at the Legislature Review Board. The Section discussed having input on selecting Committee members to represent their profession.

The Small Business Committee in the Department will conduct meetings as often as needed to review rule changes.

The Section requested that the rules go on to the Clearinghouse at the same time they go before the Small Business Committee.

**LEGISLATIVE/ADMINISTRATIVE RULES – UPDATE  
PRACTICE PROTECTION – CHRIS KLEIN  
MODEL LAW  
DEPARTMENT’S OBJECTIVES**

Mr. Klein reported on Model Law and the purpose of the Act. A meeting was held with the Legislative Reference Bureau drafter as drafting the practice act was a concern. The LRB will be rewording and redrafting the language from the Model Law.

The Section reviewed the drafters “Practice of Landscape Architecture” and what the practice of landscape architecture may include. The Section will review and make revisions, if needed, to ten items as prepared by the drafter relating to the practice of landscape architecture.

The Department, the Section, and the A-E Joint Board will review and approve the draft of the rules prior to sending them on to the legislature. The Section will play a vital role in creating this Bill.

**CONTINUING EDUCATION**

Mr. Lowrie reported that the draft to enabling continuing education was forwarded to the Legislative Reference Bureau for drafting.

**DISCUSSION OF A-E 9 .05(2)  
REQUIREMENTS FOR EXAMINATION AND EXPERIENCE HOURS**

The Section reviewed “Appendix A, Rulemaking Request Form” regarding 443.035 and Wis. Admin Code A-E 9.05(2) and made minor corrections. First paragraph corrections were made to “graduation, or a certificate from a landscape architectural school” and Council of Landscape Architect Registration Board (CLARB).

The Section discussed whether to implement a rolling clock at length.

**MOTION:** Wayne Tlusty moved, seconded by Rosheen Styzinski, to accept the rule making request form with changes and requests the Bureau Director to create a scope statement upon approval from the Secretary's office. Motion carried unanimously.

## **EXAMINATION AND EDUCATION EXAMINATION UPDATE – DARWIN TICHENOR**

Darwin Tichenor met with the Section and reported that NCARB is making way for the ARE Rolling Clock. NCARB passed a resolution officially creating a “rolling clock” standard for the Architect Registration Examination. Under the terms of the rolling clock, which will be officially implemented on January 1, 2006, candidates for the ARE must pass the nine-division exam within five years.

The Section is interested in adopting a five year rolling clock for the landscape architects registration examination. This would require a rule change as CLARB currently does not have a rolling clock. If CLARB institutes a rolling clock, the Section would not have to make a rule change.

The Section requested that staff obtain additional information from CLARB on whether they are increasing the number of examination dates and the history of how long it takes a candidate to pass all five portions of the examination, prior to making a decision on implementing a rolling clock in Wisconsin.

The Section reviewed the results of the November 2004 Administration of the L.A.R.E. CLARB announced that they have selected Thomson Prometric to administer the multiple-choice sections of the L.A.R.E through their network of computer testing centers.

## **CONTINUING EDUCATION PROCESS REQUEST – DR. BARBARA SHOWERS**

Dr. Showers met with the Section to discuss the Department’s continuing education process. Making rules, content, contacting and approving providers, providers providing proof of attendance, on-line continuing education courses, examinations, possible retirement status, and randomly auditing continuing education credits was discussed.

Legislation is pending regarding implementing continuing education credits for landscape architects. Once legislation has passed, each Section will incorporate continuing education rules and requirements for their professions.

## **SECTION MEMBER ACTIVITY**

The Section members reported on various activities that they were involved in.

## **MISCELLANEOUS CORRESPONDENCE**

### **Call for Proposals ASLA 2005 Annual Meeting**

Informational item.

### **ASLA Business Indicators Survey**

Noted.

**NEW BUSINESS**

None.

**CLOSED SESSION**

**MOTION:** Ruth G. Johnson moved, seconded by Rosheen Styczinski, to convene to Closed Session to deliberate on cases involving hearings (s. 19.85 (11) (a), Stats.); to consider licensure or discipline (s. 19.85(1) (b), Stats. to consider individual histories or disciplinary data (s. 19.85(1) (f), Stats.); and to confer with legal counsel (s. 19.85(1) (g), Stats.). Motion carried by roll call vote: Jay Fernholz-yes, Ruth G. Johnson-yes, Rosheen Styczinski-yes; and Wayne G. Tlusty-yes.

Open session recessed at 1:34 p.m.

**RECONVENE IN OPEN SESSION**

**MOTION:** Ruth G. Johnson moved, seconded by Wayne Tlusty reconvene in open session at 2:15 p.m. Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE**

**PENDING APPLICATIONS**

**MOTION:** Wayne Tlusty moved, seconded by Ruth G. Johnson, to approve Harmony S. Stock, Molly B. Vendura, Brian D. Ellison, and Christa G. Wolenzien to sit for the landscape architects registration examination. Rosheen Styczinski abstained on Harmony S. Stock and Christa G. Wolenzien. Motion carried unanimously.

**MOTION:** Rosheen Stycinski moved, seconded by Ruth G. Johnson, to deny David E. Rothweiler to sit for the landscape architect resgistration examination and request that he clarify the time-line. Motion carried unanimously.

**APPLICATIONS REVIEWED ON MARCH 24, 2005**

The Section took the following action on applications.

**FOR REGISTRATION AS A LANDSCAPE ARCHITECT**

- a. Denied
  - 1. Rothweiler, David

**FOR LANDSCAPE ARCHITECT EXAMINATION**

- a.     Granted
  - 1.     Ellison, Brian D
  - 2.     Stock, Harmony S
  - 3.     Vendura, Molly B
  - 4.     Wollenzien, Christa G

**OTHER SUCH ITEMS AS AUTHORIZED BY LAW**

None.

**ADJOURNMENT**

**MOTION:**   Wayne Tlusty moved, seconded by Ruth G. Johnson, to adjourn the meeting at 2:24 p.m. Motion carried unanimously.

**NEXT MEETING: SEPTEMBER 15, 2005**  
**A-E JOINT BOARD RULES COMMITTEE; APRIL 12, 2005 1:00 p.m.**  
**A-E JOINT BOARD; APRIL 13, 2005 9:00 a.m.**